

**COMMITTEE ON FINANCE**  
**(Standing Committee of Berkeley County Council)**

**Chairman: Mr. Dennis L. Fish, District No. 5**

The COMMITTEE ON FINANCE met on Monday, December 15, 2003, Berkeley County Office Building, 223 North Live Oak Drive, Moncks Corner, South Carolina, at 6:41 p.m.

In accordance with the Freedom of Information Act, the electronic and print media were duly notified.

PRESENT: Mr. Dennis L. Fish, Councilmember District No. 5, Chairman; Mr. Milton Farley, Councilmember District No. 1; Mrs. Judith K. Spooner, Councilmember District No. 2; Mr. William E. Crosby, Councilmember District No. 3; Mrs. Judy C. Mims, Councilmember District No. 6; Mr. Caldwell Pinckney, Jr., Councilmember District No. 7; Mr. Steve C. Davis, Councilmember District No. 8; Mr. James H. Rozier, Jr., Supervisor, ex officio; Mr. D. Mark Stokes, County Attorney; and Ms. Barbara Austin, Clerk to County Council. Mr. Charles E. Davis, Councilmember District No. 4, was excused from this Finance Committee Meeting.

Chairman Fish called the meeting to order and asked the Committee's approval of the minutes for Finance Meetings held on November 10, 2003 and November 17, 2003.

It was moved by Councilmember Spooner and seconded by Councilmember Crosby to approve the minutes as presented. The motion passed by unanimous voice vote of the Committee.

Supervisor Rozier responded to a request from Councilmember Crosby for a break down on Contingency funds and explained at the beginning of the budget year there was \$600,000 in the Contingency fund. He reported the fund is now depleted and the county is only half way through the year. After the budget was approved Council was cautioned to be careful about disbursement of funds. It was known that the Workmen's Compensation Premium would come in higher than anticipated; however, they did not know it was going to be \$405,826.00 more. As of today, with the request before Council they are now \$30,786.00 over spent on Contingency. The \$600,000 has been spent plus \$30,786.00. Anything approved from this point over and above what is budgeted comes directly out of the Fund Balance of the County; therefore, he advised extreme caution.

Councilmember Farley stated it is apparent that they need to take a look at Workmen's Compensation.

Supervisor Rozier stated there have been some serious accidents and other significant accidents that have contributed to the high premium.

Councilmember Spooner asked if the Workmen's Compensation was self-funded through the Association of Counties?

Supervisor Rozier confirmed that the Workmen's Compensation was self-funded through the Association of Counties and the cost is based on experience.

Councilmember Spooner asked were they expecting any additional increases in the Health Insurance?

Supervisor Rozier stated this would be the increase for the year, but has to be paid.

Ms. Kace Smith, Finance Director, stated the County had planned or budgeted for an increase in Health Insurance but the rates have not been received for the remainder of the year. So, an additional increase in Health Insurance is something to consider.

Supervisor Rozier explained that Berkeley County would no longer be a part of State Insurance program. The County's premium would be based on the experience of an individual group of 500. Groups of less than 500 are combined and less than 100 could remain a part of the State program.

Councilmember Crosby asked for an explanation of the leave pay out.

Ms. Smith stated the Budget Ordinance allows the use of Contingency Funds to fund the Personnel Budget for any accumulated time of an employee who leaves County employment and have accrued sick leave and/or personal leave. Mrs. Smith continued this is not budgeted by Human Resources because it is impossible to know in advance when someone may be leaving the County.

Councilmember Pinckney asked if there was a cap on the annual leave an employee could carry over from one year to the other?

Supervisor Rozier stated a portion is at 100 percent, another portion at 75 percent, and another portion at 50 percent.

Councilmember Pinckney asked if an employee earns 30 days annual leave per year, is he/she allowed to carry more than 30 days from one year to the other?

Supervisor Rozier stated it could accumulate 100 percent.

Councilmember Crosby confirmed that before Council adjourned this evening they would be \$32,040 in the hole.

Ms. Smith stated she took the \$23,500, which was actual payout from the beginning of July 1, to the last pay period, which is December 10, 2003 and prorated it to the end of June 30, 2003 and considered an additional \$32,044.00 of leave pay outs.

Supervisor Rozier indicated that the Magistrate's Office would add dollars to the General Fund. The Register of Deeds Office is projecting additional dollars coming in and has asked for an employee. Those dollars would go into the General Fund and the Fund Balance would be corrected at the time of Supplemental Appropriations.

Ms. Smith explained that the Magistrate's additional revenues would be based on the debt set-off collection. However, approximately 40 percent of the additional money would come to the County, the remainder goes to the State.

Councilmember Crosby stated for information that from July to November 17, 2003, Council has approved \$140,000 additional funds from Contingency. But what is really hurting us is the leave payout and Workmen's Compensation. He asked if funds for leave must come from Contingency?

Ms. Smith explained when a department prepares their personnel budget for the year and suddenly one of the employees leaves, and has accrued leave, there is no cushion for that leave payout and the most appropriate place for that expenditure to come from is Contingency.

Councilmember Crosby stated there are six months remaining in this year with a zero Contingency balance. He suggested to Mr. Fish that they get together to discuss what would be done for the remaining six months.

**Item A, Mrs. Janet Jurosko, Berkeley County Auditor, Re: Additional funds for student intern.**

Ms. Jurosko read the letter that was provided to Council; *"I came before County Council on August 18, 2003 asking for additional funds for my student interns. My request was approved at that time.*

*A Resolution was passed by Council not to transfer the funds approved until funds were depleted from my student fund.*

*I am now asking that you approve the transfer out of Contingency 47101 to Student Intern 41506-5106 in the amount of \$4,434.19."*

Ms. Jurosko stated she also wanted to add that she had two openings in her department. The money is in her budget but could not be transferred to Student Intern. At the end of the year, she would have spent less than what was budgeted because of the openings.

Councilmember Steve Davis asked Ms. Jurosko if she expected to fill the two positions?

Ms. Jurosko indicated that one of the positions had been filled; and the posting for the other position would close on December 16, 2003.

Supervisor Rozier explained that the Finance Committee approved the request and it went to Council. *The motion was made by Councilmember Spooner and seconded by Councilmember Farley to amend and adopt the Transfer Resolution as follows: "deletion of \$4,436.00 for the Auditor's Office and reduce the total amount by \$4,436.00."* The motion passed by unanimous voice vote of Council. He stated the Finance Committee did approve the \$4,436.00 but it was taken out at the Regular Council Meeting. Therefore, the funds were actually not approved.

Councilmember Spooner stated the reversal of Council's decision was due to several departments requesting the same thing. Had they granted the Auditor's request, Council would have been obligated to honor the other requests as well.

Chairman Fish stated based on the average hourly rate of \$5.25 that equates to about 187 hours. With available work hours in a year that is equivalent to one full time person.

Ms. Jurosko indicated she had one student that comes in for 10 days on Christmas break and 10 days on Spring break. Also, there is one (1) student that comes in six hours per week; and three (3) students work full time during the month of June.

Councilmember Pinckney asked would the money Ms. Jurosko is requesting be returned as revenue to the County?

Ms. Jurosko stated the money would come in as revenue. Also, the Department of Revenue has cut back on services to the Auditor's Department, therefore, to get all the revenues required by her department she has to do the research. She stated she brought with her this evening some material to illustrate to Council how the students assist in researching information. This saves money for the County, provides service for the taxpayers, and generates revenue.

Chairman Fish asked the Auditor how far was she under spent on her Salary Budget year-to-date?

Ms. Jurosko stated it was probably three months of a \$30,000 a year salary compared to a student earning \$5.15 an hour.

Supervisor Rozier indicated this was the same amount requested in August and some months have transpired since then; why would the same amount be needed?

Ms. Jurosko responded the students work the same hours as previously referenced; and she is requesting the same amount that was requested in August because she had some money in the budget. She indicated that she gave up the temporary help that she used six months of the year to hire students because it was hard to get someone to work on a six-month basis.

Chairman Fish deferred the vote on Ms. Jurosko's request until the Finance Department returned with the information requested.

**Item B, Mr. Wes Blanchard, EMS Director, Re: Acceptance of two Grants for Homeland Security.**

In the absence of Mr. Blanchard, Supervisor Rozier stated the two Homeland Security Grants required no match from the County and he would recommend approval.

It was moved by Councilmember Farley and seconded by Councilmember Pinckney to approve acceptance of the two Grants for Homeland Security.

Councilmember Spooner asked if equipment came with the grants that the County would have to maintain?

Ms. Kace Smith responded the grants would cover a Cobra Tow Vehicle and also, a trailer. The County would maintain the equipment and provide insurance, which is in Mr. Blanchard's budget.

The motion passed by unanimous voice vote of the Committee.

**Item C, Consideration of a Resolution approving rates and per diem for travel expense reimbursement.**

It was moved by Councilmember Mims and seconded by Councilmember Pinckney to send the Resolution Re: per diem to Council for adoption.

Councilmember Crosby asked where would they get the funds?

Supervisor Rozier stated, "Mr. Crosby, that's a doggone good question." If it were not available within the departments it would come from Contingency. When they went to a per diem reimbursement the idea was to keep up with the cost. Therefore, they went to the mileage allowed by the Federal Government.

Chairman Fish stated that according to IRS Regulations, the travel mileage rates would go to \$.37 ½ per mile effective January 1, 2004.

Councilmember Spooner stated each department has budgeted for travel and they need to watch those numbers and stay within the guidelines.

The motion passed by unanimous voice vote of the Committee.

**D. Consideration** of a **Resolution** approving and authorizing the execution and delivery of an inducement and millage rate agreement by and between Berkeley County, South Carolina (the “County”), and **Project 19, LLC** (the “Company”), whereby, under certain conditions, the county will agree to provide certain economic development incentives as set forth therein.

Supervisor Rozier stated this was a \$60,000,000 investment creating 60 jobs. This project is still in a confidential mode.

It was moved by Councilmember Crosby and seconded by Councilmember Farley to send the Resolution Re: Project 19, LLC to Council for adoption. The motion passed by unanimous voice vote of the Committee.

**E. Consideration** of a **Resolution** providing for the transfer of funds appropriated in the 2003-2004 budget for the **Pimlico Special Tax District** for purposes other than as specified in said budget.

It was moved by Councilmember Spooner and seconded by Councilmember Crosby to send the Resolution Re: Pimlico Special Tax District to Council for adoption.

Councilmember Mims asked was this the Special Tax District leasing the Civic Club?

Chairman Fish explained the resolution provided how the Special Tax District would transfer monies to the Civic Club to maintain the Pimlico District. They have called for a motion to lease the building for the amount of \$24,000 per year.

Councilmember Mims stated she would like to amend the motion to say, “*the citizens that are not members of the Civic Club would get information on how the money is spent.*”

Mr. George L. Williams of 1807 Canvasback Road, Pimlico stated he is concerned where his \$50 per year paid to the Special Tax District goes. He stated there was \$41,000 in the Civic Club and there are only 100 members; how was this money generated? They indicated to him that he should come to the meetings to find out what’s going on. A lot of the residents don’t have time to go to the Civic Club or Special Tax District Meetings but are very interested in where their \$50 goes.

Chairman Fish asked if the Civic Club was maintaining the property?

Mr. Williams explained they did maintain the property but he was sure that it did not cost \$24,000 per year. He stated they do not get a budget or any information from the Civic Club after a bill is passed indicating where monies were spent.

Chairman Fish stated he was informed that all of the budget information was made available to all residents of Pimlico.

One gentleman from Pimlico stated the information had been made available to any one. They provide copies at the meetings. He stated this information could be posted in a newsletter.

Mr. Ed Rodgers stated the contract Mr. Williams referred to would be addressed later during the Regular Council Meeting. However, there is a budget posted at the back of the Community building and there would be no problem in sending the information out with the newsletter.

The motion passed by majority voice vote of the Committee with Councilmember Steve Davis voting "Nay."

**F. Review, prior to Third Reading of the following.**

**1. Bill No. 03-67, an Ordinance** to reduce the assessment ratio applicable to general aviation aircraft subject to property tax in Berkeley County to **four percent (4%)** of the fair market value.

Supervisor Rozier stated there was concern that four (4%) is the same as an owner occupied home; six (6%) is the same as commercial; and it might make more sense to go to the commercial rate on the aircraft than to a homeowner's rate.

It was moved by Councilmember Crosby and seconded by Councilmember Steve Davis to reduce the assessment ratio on aircraft to six percent (6%) instead of four (4%) Re: Bill No. 03-67.

Chairman Fish asked was there any idea what the figures might be with the two percent difference?

Mr. Kip Pratt, Airport Director, stated he did not do the figures on the six (6%), but at four (4%) it would have about a \$15,000 affect on the budget, which would not be seen until the next Fiscal year.

Supervisor Rozier stated that if they find that six percent (6%) does not lure the aircrafts in and they think four (4%) will, this issue could certainly be revisited.

The motion to amend Bill No. 03-67 to reduce the aircraft assessment to six (6%) instead of four (4%) passed by unanimous voice vote of the Committee.

It was moved by Councilmember Crosby and seconded by Councilmember Spooner to send Bill No. 03-67 to Council for Third and Final Reading as amended. The motion passed by unanimous voice vote of the Committee.

**2. Bill No. 03-68, An Ordinance** to amend the Agreement for Development of a Joint County Industrial Park executed April 24, 1995, by and among Berkeley County, South Carolina, and **Williamsburg County**, South Carolina, providing for the development of a jointly owned and operated industrial/business park so as to include additional property in both Berkeley County and Williamsburg County as part of the joint County Industrial Park, and other matters relating thereto.

It was moved by Councilmember Crosby and seconded by Councilmember Spooner to send Bill No. 03-68 to Council for Third and Final Reading. The motion passed by unanimous voice vote of the Committee.

**3. Bill No. 03-70, An Ordinance** authorizing: (1) acquisition by Berkeley County, South Carolina (the "County") of certain real and personal property; (2) a lease purchase agreement between the County, as lessor, and **Van Smith Block Company, LLC** as lessee, with respect to the personal and real property so acquired; (3) payment by such lessee of certain fees in lieu of *Ad Valorem* taxes; (4) the reconveyance of such property pursuant to the terms of such lease purchase agreement; (5) the placement of such real property to a multi-county industrial park and (6) certain other matters related thereto.

It was moved by Councilmember Crosby and seconded by Councilmember Spooner to send Bill No. 03-70 to Council for Third and Final Reading. The motion passed by unanimous voice vote of the Committee.

**4. Bill No. 03-72, An Ordinance** to amend **Section VII of Ordinance No. 03-06-38**, The Berkeley County Budget Ordinance for 2003-2004, to eliminate the express provisions regarding rates and **per diem** for travel expense reimbursement and to provide for the establishment of rates by resolution.

It was moved by Councilmember Spooner and seconded by Councilmember Pinckney to send Bill No. 03-72 to Council for Third and Final Reading. The motion passed by majority voice vote of the Committee with Councilmember Steve Davis voting "Nay."

**5. Bill No. 03-76, an Ordinance** authorizing economic development incentives, including a lease purchase agreement, between Berkeley County, South Carolina, and **BP Amoco Chemical Company**, whereby Berkeley County will enter into an arrangement for payments in lieu of property taxes; and other related matters



It was moved by Councilmember Crosby and seconded by Councilmember Mims to send Bill No. 03-76 to Council for Third and Final Reading. The motion passed by unanimous voice vote of Council.

*(At this time Ms. Kace Smith, Finance Director, provided the Committee with the information requested regarding the Auditor's Office.)*

Ms. Smith indicated that the first page of the information was a copy of the Budget Ordinance, Section IX, which addressed funds budgeted for personnel and are not expended by the end of the year, would revert back to the General Fund. On the second page is the actual budget as of today for the Auditor's Office. There are 26 pay periods in a fiscal year, which ended December 11, 2003. Percentage wise, it should be at 42 percent and it is at 39.

Supervisor Rozier stated the Auditor's Office is \$12,000 under spent year to date. He asked would Section IX of the Budget Ordinance have to be amended.

Mr. Stokes stated it would depend on what Council's intent was. If it were to modify the existing budget they wouldn't have to amend Section IX.

#### **RECOGNITION OF BOY SCOUTS, TROOP #743.**

[Supervisor Rozier recognized Boy Scout Troup #743 of Moncks Corner who is working on their citizenship and community merit badge. He congratulated them and expressed appreciation for their being in attendance.]

#### **Meeting Resumed**

Councilmember Crosby asked if Ms. Jurosko's request could be deferred for another month.

Ms. Jurosko stated that was totally up to Council if they wanted the Auditor's Office to be compared to the DMV. She would have to not answer phones during certain hours of the day because they have to get the work done. The DMV does not answer their phones from 11-3 during the day allowing the employees to help customers.

Councilmember Steve Davis said, "The \$140,000 was spent on new positions for GIS, Warrants, and temporary employees for the Magistrate. It seems so inadequate to want to balance the budget on Ms. Jurosko's department at this particular time. Council should find the wherewithal to expend the funds and take into consideration that Council just gave themselves a per diem boost. I support Ms. Jurosko's request."

Supervisor Rozier stated the Tax Assessor's Office and the GIS Consortium together eliminated one position, added a position and saved \$233. That did not take away from the Contingency.

It was moved by Councilmember Pinckney and seconded by Councilmember Steve Davis to send the request for additional funds for student intern in the Auditor's Office to Council for approval. The motion passed by unanimous voice vote of Council.

**G. REPORTS FROM STANDING COMMITTEES:**

**1. COMMITTEE ON LAND USE, Mr. Milton Farley, Chairman.**

Councilmember Farley stated the Committee on Land Use met on December 8 and earlier tonight. On recommendation of the Committee he moved to approve an additional employee in the ROD Department through June 26, 2004 in the amount of \$18,325.03, to come from Contingency. (*No Second Required*)

The motion passed by unanimous voice vote of the Committee.

It was moved by Councilmember Crosby and seconded by Councilmember Spooner to adjourn. The motion passed by unanimous voice vote of Council.

The Finance Meeting adjourned at 7:35 p.m.

January 27, 2004  
Date Approved

**FINANCE**  
(Standing Committee of Berkeley County Council)

Chairman: Mr. Dennis L. Fish, District No. 5

Members: Mr. Milton Farley, District No. 1  
Mrs. Judith K. Spooner, District No. 2  
Mr. William E. Crosby, District No. 3  
Mr. Charles E. Davis, District No. 4  
Mrs. Judy C. Mims, District No. 6  
Mr. Caldwell Pinckney, Jr., District No. 7  
Mr. Steve C. Davis, District No. 8  
Mr. James H. Rozier, Jr., Supervisor, ex officio

A **Meeting** of the **COMMITTEE ON FINANCE**, Standing Committee of Berkeley County Council, will be held on Monday, December 15, 2003, in the Assembly Room, Berkeley County Office Building, 223 North Live Oak Drive, Moncks Comer, South Carolina, following the Committee on Land Use at 6:00 pm.

**AGENDA**

**APPROVAL OF MINUTES**

**November 10, 2003**  
**November 17, 2003**

- A. Mrs. Janet Jurosko, Berkeley County Auditor**, Re: Additional funds for student intern.
- B. Mr. Wes Blanchard, EMS Director**, Re: Acceptance of two Grants for Homeland Security.
- C. Consideration of a Resolution** approving rates and **per diem** for travel expense reimbursement.
- D. Consideration of a Resolution** approving and authorizing the execution and delivery of an inducement and millage rate agreement by and between Berkeley County, South Carolina (the "County"), and **Project 19, LLC** (the "Company"), whereby, under certain conditions, the county will agree to provide certain economic development incentives as set forth therein.
- E. Consideration of a Resolution** providing for the transfer of funds appropriated in the 2003-2004 budget for the **Pimlico Special Tax District** for purposes other than as specified in said budget
- F. Review** prior to **Third Reading** of the following:

1. **Bill No. 03-67**, An **Ordinance** to reduce the assessment ratio applicable to general aviation **aircraft** subject to property tax in Berkeley County to **four percent** (4%) of the fair market value of the aircraft.

2. **Bill No. 03-68**, An **Ordinance** to amend the Agreement for Development of a Joint County Industrial Park executed April 24, 1995, by and among Berkeley County, South Carolina, and **Williamsburg County**, South Carolina, providing for the development of a jointly owned and operated industrial/business park so as to include additional property in both Berkeley County and Williamsburg County as part of the joint County Industrial Park, and other matters relating thereto.

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4. **Bill No. 03-72**, An **Ordinance** to amend **Section VII** of **Ordinance No. 03-06-38**, The Berkeley County Budget Ordinance for 2003-2004, to eliminate the express provisions regarding rates and **per diem** for travel expense reimbursement and to provide for the establishment of rates by resolution.

5. **Bill No. 03-76**, an Ordinance authorizing economic development incentives, including a lease purchase agreement, between Berkeley County, South Carolina, and **BP Amoco Chemical Company**, whereby Berkeley County will enter into an arrangement for payments in lieu of property taxes; and other related matters.

**G. REPORTS FROM STANDING COMMITTEES:**

1. **Committee on Land Use**  
**Council Member Mr. Milton Farley, Chairman**
  - a. ROD's Department: Additional personnel for Department.

December 10, 2003  
S/Barbara B. Austin  
Clerk of County Council